

CAI
NR5
-Z014Revenue Canada
Customs and ExciseRevenu Canada
Douanes et AcciseBrokers/Importers
Toronto Region

Votre référence Your file

Notre référence Our file

September 15, 1987

Re: Customs Commercial System Quality Assurance Program

The Toronto Region will begin the Quality Assurance Program September 21, 1987 at all locations within the Region. The program is being run in two (2) phases: the first beginning September 21 and ending October 31, and the second beginning November 2 and ending December 18, 1987.

Accounting packages may be presented at the Customs Long Room offices where you do business now. There will be a separate, marked basket at each reception counter for Quality Assurance sample packages. The number of samples which will be accepted from each broker/importer at each location will depend upon your average daily number of entries now being submitted. The sample sizes are:

0 to 10 entries per day - 5 samples
11 to 25 entries per day - 10 samples
26 to 50 entries per day - 15 samples
over 50 entries per day - 20 samples

The same sample size applies to each Phase.


During Phase I, samples will be accepted without bar coded transaction numbers because many Importers and Brokers will not have these ready on time. However, a 14 digit transaction number is still required on the accounting document in Field #2 for processing. Attached is a check digit calculation sheet to assist you in calculating check digits manually. Also, the Direct Shipment Date field should be completed with dates after September 21, 1987. Completion of the B3 and bar code specifications are outlined in the CCS Detailed Information Kit.

The HS classifications chosen on Quality Assurance entries should be those that are difficult to convert. Because Machinery Remission Annex codes are not yet developed, Importers/Brokers wishing to use Annex codes beyond the 10 digit HS classification number on Machinery Remission B3 lines should use "8888". The Customs automated system will accept only "8888" as a valid Annex code within the Quality Assurance Program at this time for purposes of simulating the 1988 system processing of 8000 series Annex codes.

In order to ensure timely feedback, a control sheet as per sample attached, should be submitted in duplicate with each accounting document. Feedback will be given once after bar code verification and entry processing and again after HS verification if the document is perused by a Commodity Specialist. Any

Canada

Department
of National Revenue
(Customs and Excise)Ministère
du Revenu National
(Douanes et Accise)



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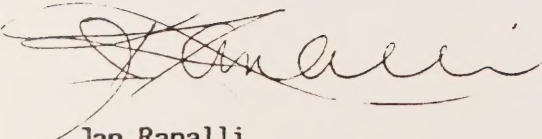
Detailed Coding Statements produced will be attached to the control sheets and returned to the Importer/Broker involved. Any disagreement that you may have with regard to bar code and B3 feedback should be brought to the attention of the local Quality Assurance officers. Expect numerous Detailed Coding Statements flagging up-to-date HS rates. There will be variances between your rates shown on the B3 and our rates in the automated system, dependent on whose rates are more up-to-date.

For those who will be using the new B3 to replace the B8 in 1987, it is requested that you delay this part of the program until November 2nd as a large number of our Inspectors will not have been trained until then.

The following are the Quality Assurance officers at the local offices:

P.I.A. Commercial Operations	Diane May and Peter McGillicuddy	676-3626
M.C.I.T.	Colleen McGonigle	255-3475
I.S.I.T.	Harold Day	291-1102
I.S.I.T.	Denise Lapointe	625-1081
Toronto Main	Ed Paboudjian	973-1710
Oshawa	Carol Clarke	725-6515
Brampton	Steve Reivo	451-6774
Peterborough	Wayne Munroe	(705) 745-0528
Barrie	Al Fisher	(705) 728-5450

Please read the Quality Assurance Program Bulletin which explains the program in detail and direct any questions you may have to your local Quality Assurance Officer or myself. The success of this program depends on your participation.



Jan Ranalli
Quality Assurance Co-ordinator
Customs Commercial System
Toronto Region
(416) 271-3334

CANADA CUSTOMS
TORONTO REGION

QUALITY ASSURANCE CONTROL SHEET

Location: _____ Broker/Importer: _____

Transaction #: _____ Contact: _____

Phone: _____

ENTRY PROCESSING

	Variance	Reject	Cash	
DCS				CLEAN

INVALID FORMAT

BAR CODE

ACCEPTABLE NOT ACCEPTABLE

H.S. REVIEW COMMENTS:

T.O.	N.T.O.	B.C.	D.F.	To C.S.

CHECK DIGIT CALCULATION FOR TRANSACTION NUMBERS

A Transaction Number consists of three elements:

- 1) The **Account Security Number** (5 digits);
- 2) The **Importer/Broker Assigned Number** (8 digits); and
- 3) The **Check Digit** (1 digit) - calculated by applying the Modules 10 formula to the combined Account Security Number and Importer/Broker Assigned Number.

To apply the Modules 10 Check Digit Formula, use the Chart shown below:

T R A N S A C T I O N N U M B E R															
BOX	ACCOUNT SECURITY NUMBER					ASSIGNED NUMBER								CHECK DIGIT	
A															↑
	X1	X2	X1	X2	X1	X2	X1	X2	X1	X2	X1	X2	X1		
B															
C						TOTAL OF "B"									
D						"C" DIVIDED BY 10									
E															

BOX A: Print the 5 digit Account Security Number and the 8 digit Importer/Broker Assigned Number (beginning with zeros if necessary).

NOTE: If the Assigned Number is not known determine the number of shipments imported into Canada to date, starting from January 1, 1988. (This number must be unique within 6 years from this date.)

For example, if the shipment is the first shipment imported within Canada since January 1, 1988 - use 1 and zero fill the 7 digits before the 1 - (00000001).

BOX B: Multiply each digit in Box A by the factor of 1 or 2, which is shown directly below the digit.
If the result is greater than 10, add these two digits together to equal a single digit. (e.g.: $9 \times 2 = 18$; Add $1 + 8$. 9 is the result).

BOX C: Sum all the results calculated above in Box B;

BOX D: Divide the sum of row C by 10;

BOX E: The digit on the right of the decimal (from 0 to 9) becomes the check digit which is the 14th digit of the transaction number, eg. if Box D equals 4.5 then 5 is the check digit.



MEMORANDUM D10-17-1

Ottawa, June 6, 1988

Ottawa, le 6 juin 1988

SUBJECT

OBJET

**INFORMATION REQUIREMENTS
FOR MINERAL PRODUCTS**

This Memorandum outlines the commodity information necessary to classify mineral products in the *Customs Tariff*. Importers or their agents are encouraged to provide as much of this information as possible with release or accounting document packages to facilitate review by the Department. This information may be requested by departmental officers in the classification review process if it is not included in the release or accounting documents. These information requirements are in addition to any certificates or other documents required by Customs for administrative purposes.

**RENSEIGNEMENTS NÉCESSAIRES SUR
LES PRODUITS MINÉRAUX**

Le présent mémorandum donne un aperçu des renseignements nécessaires pour classer les produits minéraux dans le *Tarif des douanes*. Nous incitons les importateurs ou leurs représentants à présenter le plus de renseignements possibles avec les documents de mainlevée ou de déclaration en détail afin de faciliter l'examen par le Ministère. Les agents du Ministère pourront demander ces renseignements lors de l'examen en vue du classement si ces derniers ne sont pas inclus avec les documents de mainlevée ou de déclaration en détail. Ces renseignements s'ajoutent aux certificats ou autres documents nécessaires pour les fins administratives des Douanes.

**GUIDELINES AND
GENERAL INFORMATION**

1. Separate descriptions are required for each commodity covered in a shipment.
2. Specify the type of mineral product (e.g., vermiculite, kelp, petroleum jelly).
3. Specify the form of the mineral product (e.g., crude, unexpanded, in powder, roughly trimmed).
4. Specify the degree of processing for the mineral product (e.g., concentrated by flotation, agglomerated, roasted, purified by recrystallization).
5. Specify if the mineral product is done up in forms or packaging for retail sale.
6. Specify the end use for the mineral product or when of a kind for use (e.g., for use in glass manufacturing, for use in animal litter, asphaltum oil of a kind used for paving purposes).

**Information Requirements for Salt, Sulphur, Earths and Stone,
Plastering Materials, Lime and Cement**

7. (a) For table salt — Indicate the percentage by weight of pure sodium chloride, and indicate the percentage by weight of any additives.

**LIGNES DIRECTRICES ET
RENSEIGNEMENTS GÉNÉRAUX**

1. Il faut donner une description distincte de chaque marchandise comprise dans un envoi.
2. Préciser le type de produit minéral (par exemple, vermiculite, cendres de varech, vaseline).
3. Préciser la forme de produit minéral (par exemple, brut, non expansé, en poudre, dégrossi).
4. Préciser le degré de traitement du produit minéral (par exemple, enrichi par flottation, aggloméré, grillé, purifié par cristallisation).
5. Préciser si le produit minéral est préparé dans un format ou en paquets, conditionné pour la vente au détail.
6. Préciser l'utilisation ultime du produit minéral ou indiquer s'il s'agit d'un type utilisé à des fins particulières (par exemple, du type utilisé dans la fabrication du verre, du type utilisé dans les litières d'animaux, d'huile d'asphalte du type utilisé pour pavage seulement).

**Renseignements nécessaires sur le sel, le soufre, les terres et
pierres, les plâtres, la chaux et les ciments**

7. a) Sel préparé pour la table — Indiquer le pourcentage en poids de chlorure de sodium pur et indiquer le pourcentage en poids des additifs.

(b) For siliceous fossil meals and similar siliceous earths, and calcareous monumental or building stone — Indicate the apparent specific gravity.

(c) For cement

(1) Indicate the type of standard portland cement (e.g., type 10, 20, 30).

(2) Indicate the specific type of hydraulic cement (e.g., masonry cement, oil well cement).

(d) For mica powder and talc of natural steatite — Indicate the particle size in microns.

(e) For magnesium oxide and natural boric acid — Indicate the degree of purity.

(f) For fluorspar — Indicate the percentage by weight of calcium fluoride contained in the fluorspar.

(g) For earth colours — Indicate the percentage by weight of combined iron evaluated as Fe_2O_3 contained in the earth colour.

Information Requirements for Ores, Slag and Ash

8. (a) For ores and concentrates

(1) Indicate the percentage by weight of each metal contained therein.

(2) For aluminum and chromium ores and concentrates, specify the grade.

(b) For ash and residues

(1) Indicate when obtained from the manufacture of iron or steel.

(2) Indicate which metal or metallic compound forms the largest proportion of the ash (e.g., containing mainly zinc, containing mainly vanadium).

Information Requirements for Mineral Fuels, Mineral Oils and Products of their Distillation, Bituminous Substances, and Mineral Waxes

9. (a) For coal

(1) Indicate the volatile matter limit (on a dry, mineral-matter-free basis) in percentage.

b) Farines siliceuses fossiles et autres terres siliceuses analogues et pierres calcaires de taille ou de construction — Indiquer la gravité spécifique apparente.

c) Ciments

(1) Indiquer le type de ciment portland ordinaire (par exemple, types 10, 20, 30).

(2) Indiquer le type particulier de ciment hydraulique (par exemple, le ciment de maçonnerie, le ciment pour puits de pétrole).

d) Mica en poudre et talc de stéatite naturelle — Indiquer la taille de la particule en microns.

e) Oxyde de magnésium et acide borique naturel — Indiquer le degré de pureté.

f) Spath fluor — Indiquer le pourcentage en poids de fluorure de calcium contenu dans le spath fluor.

g) Terres colorantes — Indiquer le pourcentage en poids de fer combiné évalué en Fe_2O_3 contenu dans les terres colorantes.

Renseignements nécessaires sur les minerais, les scories et les cendres

8. a) Minerais et concentrés

(1) Indiquer le pourcentage en poids de chaque métal.

(2) Spécifier la qualité pour les minerais d'aluminium et de chrome et leurs concentrés.

b) Cendres et résidus

(1) Indiquer s'ils sont obtenus de la fabrication de l'acier ou du fer.

(2) Indiquer s'ils contiennent principalement un métal ou un composé métallique (par exemple, contenant principalement du zinc, contenant principalement du vanadium).

Renseignements nécessaires sur les combustibles minéraux, les huiles minérales et produits de leur distillation, les matières bitumineuses et les cires minérales

9. a) Houilles

(1) Indiquer la teneur limite en matières volatiles (calculée sur produit sec, sans matières minérales) en pourcentage.